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What They Do

First-Line Supervisors/Managers of Construction Trades and Extraction Workers are commonly referred to as “the boss” by most construction workers, regardless of their specific trade. Sometimes going by the title of foreman or forewoman, they directly supervise and coordinate activities of construction trades workers and their helpers. Construction Supervisors lay out construction sites and assign workers to specific jobs. In smaller companies, they function as both supervisors and managers, doing accounting, marketing, personnel work, and in some cases, engage in the same construction trade work as the people they supervise. They order supplies and equipment. Supervisors discuss prices and details of the work with customers. They interpret design plans for other workers and inspect their work.

Tasks

- ▶ Supervise and coordinate activities of construction trades workers.
- ▶ Direct and lead workers engaged in construction activities.
- ▶ Assign work to employees, using material and worker requirements data.
- ▶ Confer with staff and worker to ensure production and personnel problems are resolved.
- ▶ Suggest and initiate personnel actions, such as promotions, transfers, and hires.
- ▶ Analyze and resolve worker problems and recommend motivational plans.
- ▶ Examine and inspect work progress, equipment and construction sites to verify safety and ensure that specifications are met.
- ▶ Estimate material and worker requirements to complete job.
- ▶ Read specifications, such as blueprints and data, to determine construction requirements.
- ▶ Analyze and plan installation and construction of equipment and structures.

Detailed descriptions of this occupation may be found in the Occupational Information Network (O*NET) at online.onetcenter.org.

Important Skills, Knowledge, and Abilities

- ▶ Coordination — Adjusting actions in relation to others’ actions.
- ▶ Management of Personnel Resources — Motivating, developing, and directing people as they work, identifying the best people for the job.
- ▶ Time Management — Managing one’s own time and the time of others.

First-Line Supervisors/ Managers of Construction Trades & Extraction Workers

- ▶ Administration and Management — Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
- ▶ Building and Construction — Knowledge of materials, methods, and the tools involved in the construction or repair of houses, buildings, or other structures such as highways and roads.
- ▶ Personnel and Human Resources — Knowledge of principles and procedures for personnel recruitment, selection, training, compensation and benefits, labor relations and negotiation, and personnel information systems.
- ▶ Oral Expression — The ability to communicate information and ideas in speaking so others will understand.
- ▶ Oral Comprehension — The ability to listen to and understand information and ideas presented through spoken words and sentences.
- ▶ Problem Sensitivity — The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- ▶ Information Ordering — The ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).
- ▶ Written Comprehension — The ability to read and understand information and ideas presented in writing.

Work Environment

Construction Supervisors sometimes work outdoors in severe weather conditions. At construction sites they may be exposed to potentially dangerous equipment, hazardous debris, and heavy falling objects, and are required to wear safety gear such as hardhats and safety glasses. Construction Supervisors may be exposed to uncomfortably high noise levels.

Most Construction Supervisors work a 40-hour week, but in some cases may work overtime, as well as weekends and holidays. Most Construction Supervisors work at only one site at a time, but some may also have responsibilities at multiple-sites. They are often at work before other workers arrive and after they leave. Construction Supervisors may be on-call in case of emergencies.

California's Job Outlook and Wages

The California Outlook and Wage table below represents the occupation across all industries.

Standard Occupational Classification	Estimated Number of Workers 2004	Estimated Number of Workers 2014	Average Annual Openings	2006 Wage Range (per hour)
First-Line Supervisors/Managers of Construction Trades and Extraction Workers				
47-1011	76,600	90,300	2,670	\$24.46 to \$38.01

Wages do not reflect self-employment.

Average annual openings include new jobs plus net replacements.

Source: www.labormarketinfo.edd.ca.gov, Employment Projections by Occupation and OES Employment & Wages by Occupation, Labor Market Information Division, Employment Development Department.

Trends

This occupation will have a growth rate of over 17 percent during the projections period. This growth will be fueled in large measure by the demand for new housing in California.

Training/Requirements/Apprenticeships

Construction Supervisors must complete an apprenticeship program in a construction trade. (More information on apprenticeship programs can be obtained from local unions and the nearest office of the California Department of Industrial Relations, Division of Apprenticeship Standards.) In addition, they must work for a few years in trades such as carpentry or plumbing.

Workers in these positions are often drawn from the ranks of the trades workers and include workers who have been in the industry for many years, have worked their way up to manager or supervisor, and have extensive experience in the industry. For these jobs, work experience is currently more important to employers than formal education such as a bachelor's degree.

Employers also emphasize the ability to motivate employees, maintain high morale, and command respect. In addition, well-rounded applicants who are able to deal with different situations and a diverse work force are desired.

Some Construction Supervisors are required to have a professional license. For example, Construction Supervisors who supervise plumbers often need a plumbing license from the State Contractors Licensing Board.

Recommended High School Course Work

Completion of high school is often the minimum educational requirement to become a Construction Supervisor. High school preparation should include courses in drafting, algebra, geometry, and English.

Where Do I Find the Job?

Direct application to employers remains one of the most effective job search methods. Public sector openings are listed in personnel/human resource departments of cities and counties. The State Personnel Board posts job opportunities with the State of California on their Web site at www.spb.ca.gov.

Use the *Search for Employers by Industry* feature on the *Career Center* page at www.labormarketinfo.edd.ca.gov to locate employers in your area. Search using keywords from the following construction industry names to get a list of private firms and their addresses:

- ▶ Commercial Building
- ▶ Highway, Street, and Bridge
- ▶ Industrial Building
- ▶ Land Subdivision
- ▶ New Multifamily Housing
- ▶ New Single-Family Housing
- ▶ Oil and Gas Pipeline
- ▶ Power/Communication System
- ▶ Residential Remodelers
- ▶ Water and Sewer System

For local listings of contractors, search these **yellow page** headings for listings of private firms:

- ▶ Construction Consultants
- ▶ Construction Management

First-Line Supervisors/ Managers of Construction Trades & Extraction Workers

Where Can The Job Lead?

In the construction industry, Construction Supervisors increasingly need a degree in construction management or engineering if they expect to advance to project manager, operations manager, or general superintendent. Some use their skills and experience to start their own construction contracting firms.

Other Sources of Information

American Institute of Constructors, Constructors Certification Commission
www.constructorcertification.org

Construction Management Association of America
www.cmaanet.org

American Council for Construction Education
www.acce-hq.org

California Department of Industrial Relations, Division of Apprenticeship Standards
www.dir.ca.gov/das

California Department of Consumer Affairs, Contractors State Licensing Board
www.cslb.ca.gov